

# PRN to EXCEL

customer guide to opening a PRN file in Excel

the PRN file type is primarily associated with 'Printer Text File'.

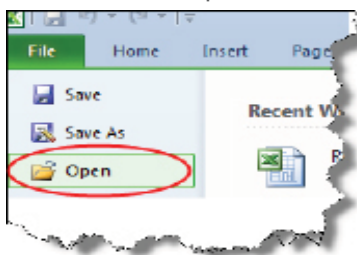
PRN files produced by Metering Dynamics can be viewed in Microsoft Excel, when opened using the Text Import Wizard.

## how to open a Metering Dynamics PRN in Microsoft Excel?

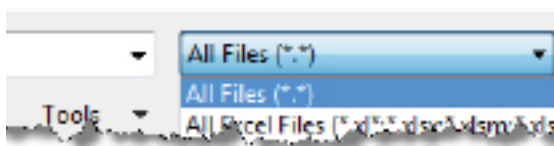
Follow the below instructions to open a PRN file in Microsoft Excel.

Please unzip the file received and save to your PC before attempting to open in Microsoft Excel

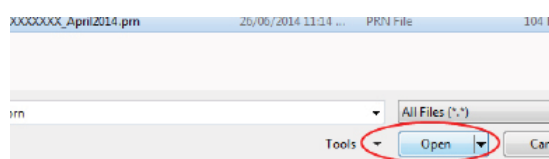
- Open Microsoft Excel
- Select "File > Open"



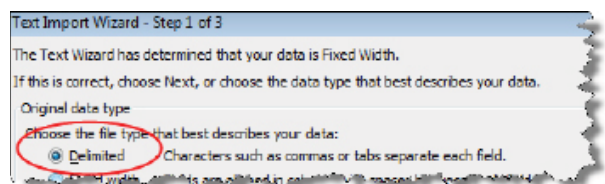
- Navigate to the folder where the PRN file is located
- Change the File type to look at "All Files"



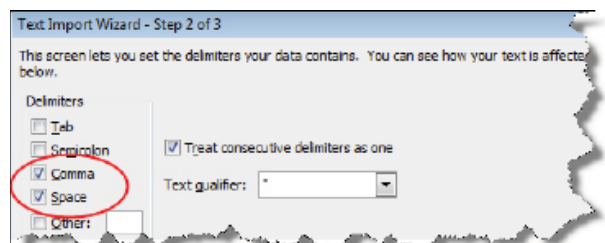
- Select the PRN file and click 'Open'



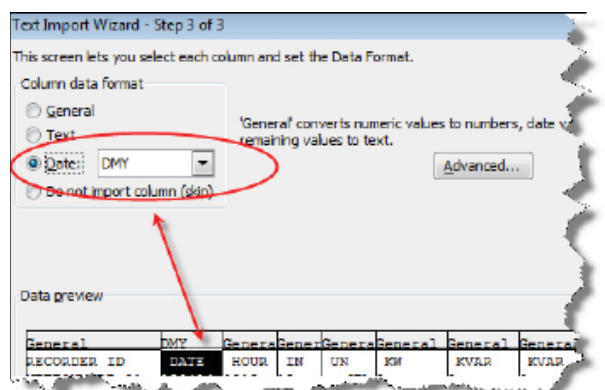
- When the 'Text Import Wizard' opens, choose Delimited and click 'Next'



- Select comma and space as the delimiters, and click Next



Highlight the date field and specify the format as "Date" and choose finish.



The file will open in Excel. If you wish to save the file in Excel format choose "File > Save as" and change the file type to .XIS or .XLSX